

THE AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009

REPORTING REQUIREMENTS

Federal Highway Administration
U.S. Department of Transportation

March 23, 2009

Version 1.0

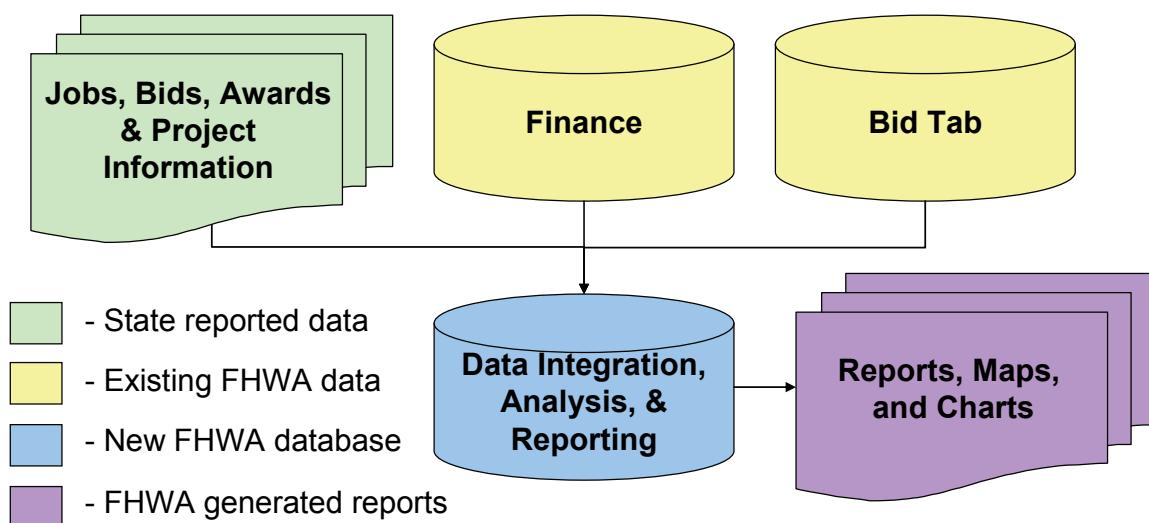
Introduction

The American Recovery and Reinvestment Act of 2009 (ARRA), provides the State Departments of Transportation and Federal Lands Agencies with \$27.5 billion for highway infrastructure investment. With these funds also comes an increased level of data reporting with the stated goal of improving transparency and accountability at all levels of government. According to President Obama *“Every American will be able to hold Washington accountable for these decisions by going online to see how and where their tax dollars are being spent.”* The Federal Highway Administration (FHWA) in concert with the Office of the Secretary of Transportation (OST) and the other modes within the U.S. Department of Transportation (DOT) will be taking the appropriate steps to ensure that this accountability and transparency is in place for all infrastructure investments.

The reporting requirements of the ARRA, are covered in Sections 1201 and 1512. Section 1201 (c)(1) stipulates that “notwithstanding any other provision of law each grant recipient shall submit to the covered agency (FHWA) from which they received funding periodic reports on the use of the funds appropriated in this Act for covered programs. Such reports shall be collected and compiled by the covered agency (FHWA) and transmitted to Congress. Covered agencies (FHWA) may develop such reports on behalf of grant recipients (states) to ensure the accuracy and consistency of such reports.”

Section 1512 or the “Jobs Accountability Act” requires “any entity that receives recovery funds directly from the Federal Government (including recovery funds received through grant, loan, or contract) other than an individual,” including States, to provide regular “Recipient Reports.”

This document describes the reporting requirements and data analysis processes that FHWA will implement. States will be responsible for providing the data that are not currently available at the national level. Please note that this document does not address every data element that is required to be reported but rather the data that needs to be specifically collected because it is not currently being reported. To the maximum extent possible, FHWA will utilize existing data programs to meet the ARRA reporting requirements. For example, for the requirement to report aggregate expenditures of State funds, FHWA will use existing reports submitted by States and data collected in the Financial Management Information System (FMIS). The following diagram shows a conceptual overview of the flow of data between the existing data programs and the new data to be reported by the States, which will all be fed into a new FHWA data system for integrating, analyzing, and reporting the data. While the reporting obligations in the ARRA are only applicable to the grant recipients, the States may need to obtain certain information from their contractors, consultants, and other funding recipients in order to provide the FHWA with all of the required information.

Figure 1 – Conceptual overview of ARRA data model.

As the recipients or grantees for the majority of the ARRA funds, States are by statute responsible for the reporting to FHWA on the projects, use of ARRA funds, and jobs supported. States that receive recovery fund apportionments directly from the Federal government are responsible for reporting to FHWA, which in turn is responsible for reporting periodically to Congress and quarterly to the Recovery.gov website. To achieve a high-quality, consistent basis for reporting, the FHWA has designed a system for obtaining and summarizing data for all purposes. These purposes include not only ones in legislation but also providing a consistent platform for State and FHWA internal reports.

Reporting Timeline

FHWA will use the information from the regular monthly State reports and existing FHWA data programs to meet the quarterly and periodic reporting requirements. FHWA requires monthly reporting of data from the States to ensure timely data verification and to ensure the data meets quality standards. In addition employment data are required on a monthly basis for FHWA's indirect employment model. The following graphic shows when the various State and Federal Land Management Agency reports are due to the FHWA and when FHWA reports are due to Congress and the public.

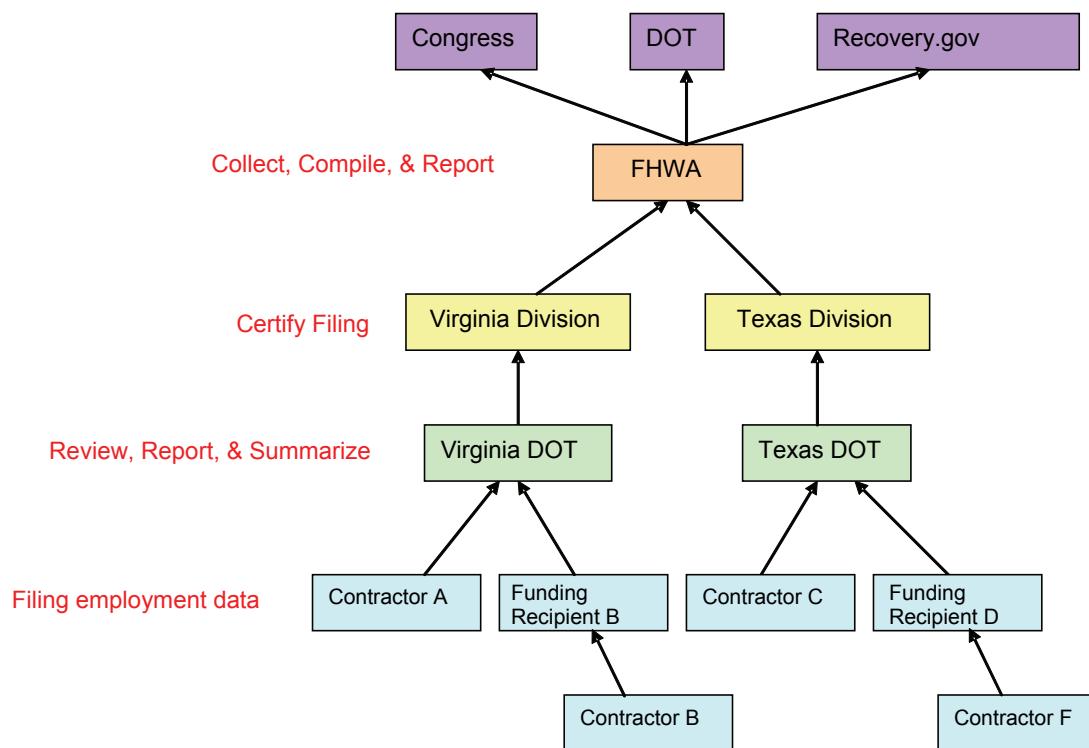
- Initial reporting by States to FHWA
- Monthly reports to FHWA (forms provided)
- FHWA generated reports

Reporting

An initial list of projects to be funded with ARRA, consistent with the list of projects provided in the State's Section 1511 certification, will be submitted by the State directly to the FHWA Headquarters Office. Subsequent State reporting will be through the appropriate FHWA Division Office. The Division Office will be responsible for monitoring the compliance and completeness of the reports. The data quality reviews will be conducted by FHWA Headquarters Office. States will be responsible for updating the project status and jobs information monthly to their respective Division Office for all projects receiving ARRA funds. These monthly reports are required regardless of whether the project is funded in whole or in part by ARRA funds. To the maximum extent possible, States will be able to use existing State data programs for reporting. For States who do not currently have an existing system with the required information, FHWA will be providing MS Excel based forms that can be used for their own reporting as well as the reporting of their contractors, consultants and other ARRA funding recipients.

It is important to point out that States are responsible for reporting project, jobs, and finance data for all ARRA projects including those managed by their funding recipients, such as other state agencies and local governments. States can utilize the FHWA forms for collecting this information, or can use their own existing or new systems if they so desire.

Information Flow Diagram



Monthly Employment Report (Form: FHWA-1589)

This form is a guide for the States in providing employment information on each ARRA project. Monthly employment information on each ARRA project is used by States for meeting the reporting requirements of Sections 1201 and 1512. In order for States to fulfill their reporting obligations, the States must collect and analyze certain employment data for each ARRA funded contract. The data requirement in ARRA extends beyond the number of workers at the work site and, therefore, FHWA has produced a form for guidance to the States. This data to be reported is identified below and will be used by the States in developing Form 1587, which is to be submitted to FHWA. Since States may not currently collect this data, the States should develop a new specification for each ARRA-funded contract in order to obtain this information from contractors and consultants. In doing so, the States should use the provided model form and require the reporting of this data from the prime contractor or consultant. The prime contractor or consultant shall complete a report for each month from the date of the Notice to Proceed until completion of the contract or September, 2012 whichever occurs sooner. This report is only required for contracts that use ARRA funds. States should require contractors and consultants to provide the required information for their own workforce as well as the workforce of all subcontractors that were active on their ARRA funded project(s) for the reporting month. It will be up to each State to determine when they obtain the necessary data from their contractors or consultants, keeping in mind that the summary form is due from the State to the FHWA Division no later than the 20th day of each month for the preceding month's data.

It is the State DOT's responsibility to report the number of jobs on projects managed by funding recipients, such as other state agencies or local governments. The State DOT must make arrangements with each ARRA funding recipient to assure each recipient reports the required data in a timely manner.

The States shall require the following data be provided by each contractor, consultant and funding recipient working on an ARRA project. The primary contractor or consultant for each project shall be responsible for reporting their firm as well as all subcontractors data.

Format: The State, contractors, or consultant may use the FHWA provided model form, but the use of the model form is optional and at the discretion of the State.

Due date: As determined by the State, until September 2012.

Due to: To be sent by each ARRA funded project prime contractor or consultant to the designated office in each State DOT or Federal Lands Division Office.

Coding Instructions

BOX 1. **Report Month:** The month and year covered by the report, as *mm/yyyy* (e.g. "May 2009" would be coded as "05/2009").

BOX 2. **Contracting agency:** The name of the contracting agency. Enter "State" for State DOT projects. For non-State projects, enter the name of the contracting

- agency (other State agency, Federal agency, tribe, MPO, city, county, or other funding recipient).
- BOX 3. **Federal-aid project number:** The State assigned federal-aid project number, consistent with the format reported in FMIS.
- BOX 4. **State project number or identification number:** The project number or ID, as assigned by the State of its funding recipient, consistent with the format reported in FMIS.
- BOX 5. **Project location:** State where project occurs. If the project performed for Federal Lands, provide the FLH Division or Federal Land Managing Agency (FLMA) region.
- BOX 6. **Contractor name and address:** The name and address of the contracting or consulting firm shall include the name, street address, city, state, and zip code.
- BOX 7. **Contractor DUNS number:** The unique nine-digit number issued by Dun & Bradstreet. Followed by the optional 4 digit DUNS Plus number. Reported as "999999999.9999"
- BOX 8. **Employment data:** The prime contractor or consultant will report the direct, on-the-project jobs for their workforce and the workforce of their subcontractors active during the reporting month. These jobs data include employees actively engaged in projects who work on the jobsite, in the project office, in the home office or telework from a home or other alternative office location. This also includes any engineering personnel, inspectors, sampling and testing technicians, and lab technicians performing work directly in support of the ARRA funded project. This does not include material suppliers such as steel, culverts, guardrail, and tool suppliers. States should include in their reports all direct labor associated with the ARRA project such as design, construction, and inspection. The States reports should include their own project labor, including permanent, temporary, and contract project staff. States are asked not to include estimated indirect labor, such as material testing, material production or estimated macro-economic impacts. FHWA will be estimating all indirect labor based on the information provided in this form along with other FHWA data. The form requests specifically:
- a. **Subcontractor name:** The name of each subcontractor or sub-consultant that was active on the project for the reporting month.
 - b. **Employees:** The number of project employees on the contractor's or consultant's workforce that month, and the number of project employees for each of the active subcontractors for the reporting month. Do not include material suppliers. Total field at bottom will be automatically calculated and reported as a whole number.
 - c. **Hours:** The total hours on the specified project for all employees reported on the contractor's or consultant's project workforce that month, and the total hours for all project employees reported for each of the active subcontractors that month. Total field at bottom will be automatically calculated and reported as a whole number.

- d. **Payroll:** The total dollar amount of wages paid by the contractor or consultant that month for employees on the specified project, and the total dollar amount of wages paid by each of the active subcontractors that month. Payroll only includes wages and does not include overhead or indirect costs. Total field at bottom will be automatically calculated and will be rounded to the nearest whole dollar and reported as a whole number.

BOX 9. Prepared by:

- a. **Name:** Indicate the person responsible for preparation of the form. By completing the form the person certifies that they are knowledgeable of the hours worked and employment status for all the employees. Contractors, consultants, and their subs are responsible to maintain data to support the employment form and make it available to the State should they request supporting materials.
- b. **Date:** The date that the contractor completed the employment form. Reported as "mm/dd/yyyy." (e.g. "May 1, 2009" would be coded as "05/01/2009").

Initial ARRA Project Plan (Form: FHWA-1586)

This section covers the by-project information to be provided by each State which accounts for how it plans to invest its allotment of ARRA funding. The list needs to be consistent with the list of projects provided in the State's Section 1511 certification, as it may be amended. States should provide their best estimates of complete list of projects to be funded with ARRA grants as of the plan's due date. If a State has not programmed all ARRA funds by that time, that information should be provided as well. The project list should be provided in an electronic format that allows for data sorting. For the purpose of this initial project plan report, the State may provide the Section 1511 list of projects if that list of projects provides all data are listed below. Simply referencing the STIP will likely not be sufficient, since most do not contain all of the required data. These data will be used for meeting the reporting requirements of Sections 1201, and 1512. The data are also used to link together State DOT and FHWA provided ARRA project data.

Format: The file can be provided as either a geospatial information system (GIS) shapefile, or an MS Excel spreadsheet.

Due date: By March 31, 2009. The State shall provide an additional list of projects within 2 weeks of the State issuing a new Section 1511 certification until September 2012.

Due to: The States will e-mail their list of projects to: ARRA.Submittal@dot.gov, with a copy sent to the FHWA Division Office official mailbox (state.fhwa@dot.gov). Questions should be directed to ARRA.Questions@dot.gov. Submittal of data to this e-mail account will not qualify as the required submittal under section 1511.

Coding Instructions

BOX 1. **State:** The 2 digit State [FIPS code](#) for the project. For Federal Lands box 1 will contain the FLH Division or Federal Land Management Agency (FLMA) region.

BOX 2. **Report date:** The date the list of projects is submitted, reported as *mm/dd/yyyy* (e.g. "May 1, 2009" would be coded as "05/01/2009").

BOX 3. **County:** [County FIPS Code](#)

BOX 4. **Congressional District:** The numeric Congressional District consistent with FMIS. Multiple districts should be separated by a comma.

BOX 5. **Federal-aid project number:** The State assigned federal-aid project number, consistent with the format reported in FMIS. Leave blank if no federal-aid project number has been assigned yet.

BOX 6. **State project number or identification number:** The State project number or ID as assigned by the State or its funding recipient, consistent with the format reported in FMIS. Federal Lands will use this column to assign the "State" where the project is located.

BOX 7. **Project Type:** A code field, enter either "I", "D", "S", or "O" for individual (I), district wide (D), state wide (S), and other (O) projects. If project type is "D",

- “S”, or “O” please refer to the grouped project report for additional data requirements.
- BOX 8. **Project name:** Consistent with the project name in the STIP and/or FMIS.
- BOX 9. **Project description:** Consistent with STIP description and/or project description in FMIS. To the extent possible, should include a quantifiable description of the work, especially for area wide projects, e.g. replace 50,000' of guardrail throughout District 1.
- BOX 10. **Project purpose:** A single sentence describing the type of project consistent with the improvement type code in FMIS, i.e. “4R-Maintenance Resurfacing” or “Bridge Replacement-No Added Capacity.”
- BOX 11. **Total Cost Estimate \$:** The estimated total cost consistent with the STIP and/or FMIS.
- BOX 12. **Project Schedule. :** Estimated project or construction completion date. reported as *mm/yyyy* (e.g. “May 2009” would be coded as “05/2009”).
- BOX 13. **Project rationale:** The recipient’s rationale for funding the infrastructure investment with funds made available under this Act. Explain how the infrastructure investment will contribute to one or more of the purposes using the following codes:
1. To preserve and create jobs and promote economic recovery.
 2. To assist those most impacted by the recession.
 3. To provide investments needed to increase economic efficiency by spurring technological advances in science and health.
 4. To invest in transportation, environmental protection, and other infrastructure that will provide long-term economic benefits.
 5. To stabilize State and local government budgets, in order to minimize and avoid reductions in essential services and counterproductive state and local tax increases.
- BOX 14. **Economically Distressed Area:** A yes/no check-box to indicate if the project is in an economically distressed area.
- BOX 15. **NEPA Class of Action:** NEPA Classification to be determined (TBD), Categorical Exclusion under 23CFR771.117 (c) (CE-c), Categorical Exclusion under 23CFR771.117 (d) (CE-d), Environmental Assessment/Finding of No Significant Impact (EA/FONSI), or Environmental Impact Statement (EIS).
- BOX 16. **NEPA Milestone Completed:** Notice of Intent, Public Involvement, Categorical Exclusion (CE) Approval, Environmental Assessment (EA), Finding of No Significant Impact (FONSI), Draft Environmental Impact Statement (DEIS), Final Environmental Impact Statement (FEIS), Supplemental Environmental Impact Statement (SEIS), or Record of Decision (ROD).
- BOX 17. **NEPA milestone completion date:** Enter date, in the form of *mm/dd/yyyy*. (e.g. “May 1, 2009” would be coded as “05/01/2009”).
- BOX 18. **Types of federal permits/approvals requiring NEPA decisions by other agencies:** Such as Section 404 Permits, Coast Guard Bridge Permits, or

- federal land transfers – NA, TBD, Not Applied, Applied/Pending, or Completed.
- BOX 19. **Number of federal permits/approvals requiring NEPA decisions or NEPA document adoptions by other agencies:** Such as 404 Permits, Coast Guard Bridge Permits or federal land transfers.
- BOX 20. **Status of federal environmental permits or approvals:** not applicable (NA), to be determined (TBD), Not Applied, Applied/Pending, or Completed.
- BOX 21. **Route number:** Where applicable, the numeric identifier for the route on which the project is located. In some States this can be a mixed field consisting of both letters and numbers. Should be consistent with the route number provided for other federal reports, such as the Highway Performance Monitoring System (HPMS) or the National Bridge Inventory (NBI). Consistent with route number in STIP and/or FMIS.
- BOX 22. **Beginning mile point:** Where applicable, the beginning mile point for the project.
- BOX 23. **Ending mile point:** Where applicable, the ending mile point for the project.
- BOX 24. **Length (mile):** the centerline length of the project.

Monthly Recipient Project Status Report (Form: FHWA-1585)

On this form the State will provide information on the status of all ARRA projects. These data will be used for meeting the reporting requirements of Sections 1201 and 1512. The following information is required for each ARRA project.

- Format:** The State can use the FHWA provided form, or submit the information as an MS Excel spreadsheet.
- Due date:** Within 10 calendar days after the end of every month until September 2012.
- Due to:** To be sent by the State to the official FHWA Division Office mailbox (state.fhwa@dot.gov). Within 2 days of receiving the State's submittal, the Division Office will post the file to the FHWA intranet website.

Coding instructions

- BOX 1. **State:** The recipient's 2 digit State [FIPS code](#). For Federal Lands box 1 will contain the FLH Division or Federal Land Management Agency (FLMA) region.
- BOX 2. **Report month:** The month and year covered by the report, as *mm/yyyy* (e.g. "May 2009" would be coded as "05/2009").
- BOX 3. **Contracting agency:** The name of the contracting agency. Enter "State" for State DOT projects. For non-State DOT projects, enter the name of the contracting agency (other State agency, Federal agency, tribe, MPO, city, county, or other funding recipient).
- BOX 4. **Federal-aid project number:** The State assigned federal-aid project number, consistent with the format reported in FMIS.
- BOX 5. **State project number or identification number:** The project number or ID, as assigned by the State or its funding recipient, consistent with the format reported in FMIS. Federal Lands will use this column to assign the "State" where the project is located.
- BOX 6. **Advertisement date:** The date that the ARRA project was advertised, reported as *mm/dd/yyyy* (e.g. "May 1, 2009" would be coded as "05/01/2009"). If the project is re-advertised, enter the new date.
- BOX 7. **Award date:** The date that the ARRA project was awarded, reported as *mm/dd/yyyy* - (e.g. "May 1, 2009" would be coded as "05/01/2009").
- BOX 8. **Notice to proceed date:** The notice to proceed date for the ARRA project, reported as *mm/dd/yyyy* - (e.g. "May 1, 2009" would be coded as "05/01/2009").
- BOX 9. **Percent complete:** The status of the project; the amount of elapsed time since work begun relative to the estimated total time to complete the project. Reported as a decimal equivalent i.e. 25% complete = 0.25.
- BOX 10. **Contractor name:** The official business name of the contractor or consultant awarded the ARRA project.
- BOX 11. **Address:** The official business address of the contractor or consultant.

BOX 12. **DUNS number:** The unique nine-digit number issued by Dun & Bradstreet followed by the optional 4 digit DUNS Plus number. All prime contractors must have a DUNS number. Reported as 999999999.9999

BOX 13. **E-mail address:** The official e-mail address for the contractor. Leave blank if the contractor does not have one.

Monthly Summary Employment Report (Form: FHWA-1587)

State provided summary employment information for all active ARRA projects. These data will be used for meeting the reporting requirements of Sections 1201 and 1512 and are due to FHWA no later than the 20th day of each month for the preceding month's data.

The following data are to be provided for each ARRA project. The State DOT is responsible for compiling and reporting the State, local, and contractor provided employment data for each project.

Format: The State can use the FHWA provided form, or submit the information as an MS Excel spreadsheet.

Due date: Within 20 calendar days after the end of every month until September 2012.

Due to: To be sent by the State to the official FHWA Division Office mailbox (state.fhwa@dot.gov). Within 2 days of receiving the State's submittal, the Division Office will post the file to the FHWA intranet website.

Coding Instructions

BOX 1. **State:** The recipient's 2 digit State [FIPS code](#). For Federal Lands, Box 1 will contain the FLH Division or Federal Land Management Agency (FLMA) region.

BOX 2. **Report Month:** The month and year covered by the report, as *mm/yyyy* (e.g. "May 2009" would be coded as "05/2009.")

BOX 3. **Federal-aid project number:** The State assigned federal-aid project number, consistent with the format reported in FMIS.

BOX 4. **State project number or identification number:** The project number or ID, as assigned by the State or its funding recipient, consistent with the format reported in FMIS. Federal Lands will use this column to assign the "State" where the project is located.

BOX 5. **Project description:** The State's general description of the project scope.

BOX 6. **Contractor name and State/local agency:** The official business name of the contractor or consultant awarded the ARRA project. The name of the State DOT or funding recipient (other State agency, Federal agency, tribe, MPO, city, county, or other funding recipient).

BOX 7. **Status of contractor employment reports:** A numeric code field that describes the completeness of the prime contractor's or consultant's monthly jobs report to the State.

0. Jobs, hours, and payroll data provided for the prime contractor or consultant, including at least one subcontractor.
1. Jobs, hours, and payroll data provided for the prime contractor or consultant but not for any subcontractors.
2. Jobs, hours, and payroll data provided for at least one subcontractor, but not for the prime contractor or consultant.

3. No jobs, hours, or payroll data provided for the prime contractor, consultant and/or subcontractors.
- BOX 8. **Total Employees:** The number of people employed by the State, prime contractor or consultant and all their subcontractors during the reporting month for each project. Reported as a whole number.
- BOX 9. **Total Hours:** The total hours for all prime contractor, consultant, and subcontractor employees for the reporting month. Reported as a whole number.
- BOX 10. **Total Payroll:** The total dollar amount of wages paid by the contractor, consultant and all their subcontractors during the reporting month. Rounded to the nearest whole dollar and reported as a whole number.

Periodic Grouped Project Report (Form: FHWA-1588)

This suggested report form is for cases in which a State needs to provide information on one or more individual ARRA projects that are part of a previously awarded grouped, bundled or area wide project, as indicated in the Initial Project List (Project Type = "D", "S", or "O"). These data will be used for meeting the reporting requirements of Sections 1201, and 1512. States shall provide the required information as individual projects. If a State or Federal Lands agency has no grouped or bundled projects, then no report is necessary. An example of an area wide grouped or bundled project would be a district wide bridge project that involves re-decking one bridge and replacing the guardrail on a second. Each of these individual bridge projects would be reported on this form after they have been awarded.

Format: The State can use the FHWA provided form, or submit the information as either a geospatial information system (GIS) shapefile, or an MS Excel spreadsheet.

Due date: Within 2 weeks of the project being awarded.

Due to: The State will e-mail the file to: ARRA.Submittal@dot.gov, with a copy to the FHWA Division Office official mailbox (state.fhwa@dot.gov). Questions should be directed to: ARRA.Questions@dot.gov.

Coding Instructions

- BOX 1. **State:** The 2 digit State [FIPS code](#) for the project. For Federal Lands box 1 will contain the FLH Division or Federal Land Management Agency (FLMA) region.
- BOX 2. **Report date:** The date the list of projects is submitted, reported as *mm/dd/yyyy* (e.g. "May 1, 2009" would be coded as "05/01/2009").
- BOX 3. **County:** [County FIPS Code](#)
- BOX 4. **Congressional District:** The numeric Congressional District consistent with FMIS. Multiple districts should be separated by a comma.
- BOX 5. **Federal-aid project number:** The State assigned federal-aid project number, consistent with the format reported in FMIS. Leave blank if no federal-aid project number has been assigned yet.
- BOX 6. **State project number or identification number:** The State project number or ID as assigned by the State or its funding recipient, consistent with the format reported in FMIS. Federal Lands will use this column to assign the "State" where the project is located.
- BOX 7. **Project description:** Consistent with STIP description and/or project description in FMIS. To the extent possible, should include a quantifiable description of the work, especially for area wide projects e.g. replace 50,000' of guardrail throughout District 1.
- BOX 8. **Project purpose:** A single sentence describing the type of project consistent with the improvement type code in FMIS i.e. "4R-Maintenance Resurfacing" or "Bridge Replacement-No Added Capacity."

- BOX 9. **Estimated total cost:** The estimated total cost consistent with the STIP and/or FMIS.
- BOX 10. **Project Schedule:** Estimated project or construction completion month reported as mm/yyyy (e.g. "May 2009" would be coded as "05/2009").
- BOX 11. **Project rationale:** The recipient's rationale for funding the infrastructure investment with funds made available under this Act. Explain how the infrastructure investment will contribute to one or more of the purposes using the following codes:
1. To preserve and create jobs and promote economic recovery.
 2. To assist those most impacted by the recession.
 3. To provide investments needed to increase economic efficiency by spurring technological advances in science and health.
 4. To invest in transportation, environmental protection, and other infrastructure that will provide long-term economic benefits.
 5. To stabilize State and local government budgets, in order to minimize and avoid reductions in essential services and counterproductive state and local tax increases.
- BOX 12. **Economically Distressed Area:** A yes/no check-box to indicate if the project is in an economically distressed area.
- BOX 13. **Route number:** Where applicable, the numeric identifier for the route on which the project is located. In some States this can be a mixed field consisting of both letters and numbers. Should be consistent with the route number provided for other federal reports, such as the Highway Performance Monitoring System (HPMS) or the National Bridge Inventory (NBI) and consistent with route number in STIP and/or FMIS.
- BOX 14. **Beginning mile point:** Where applicable, the beginning mile point for the project.
- BOX 15. **Ending mile point:** Where applicable, the ending mile point for the project.
- BOX 16. **Award date:** The date that the ARRA project was awarded, reported as mm/dd/yyyy. (e.g. "May 01, 2009" would be coded as "05/01/2009").

FORMS

- 1. Monthly Employment Report (Form: FHWA-1589)**
- 2. Initial ARRA Project Plan (Form: FHWA-1586)**
- 3. Monthly Recipient Project Status Report (Form: FHWA-1585)**
- 4. Monthly Summary Employment Report (Form: FHWA-1587)**
- 5. Periodic Grouped Project Report (Form: FHWA-1588)**

**MONTHLY EMPLOYMENT REPORT
AMERICAN RECOVERY AND REINVESTMENT ACT**

Initial ARRA Project Plan American Recovery and Reinvestment Act

MONTHLY RECIPIENT PROJECT STATUS REPORT
AMERICAN RECOVERY AND REINVESTMENT ACT

1. State	2. Report Month (mm/yyyy)										
PROJECT DATA											
3. Contracting Agency	4. Federal-aid Project Number	5. State Project Number or Identification Number	6. Advertisement Date (mm/dd/yyyy)	7. Award Date (mm/dd/yyyy)	8. Notice to Proceed Date (mm/dd/yyyy)	9. Percent Complete	10. Contractor Name	11. Address Street	12. DUNS Number	13. E-mail Address	Contractor Information
											Zip Code

Monthly Summary Employment Report American Recovery and Reinvestment Act

1. State	2. Report Month (mm/yyyy)
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Summary Data

**PERIODIC GROUPED PROJECT REPORT
AMERICAN RECOVERY AND REINVESTMENT ACT**